



Singapore Biennale 2011 School Group Visit Information

Singapore Biennale 2011 Opening Hours

The SINGAPORE BIENNALE 2011 is open daily from 10.00 am -7.00 pm. **No visitors are allowed in before or after opening hours.**

Tours and Admission Fees

- a. Free admission for:
 - i. Students and teachers from local primary to tertiary institutions.
 - ii. Pre-schoolers and their teachers (when they come with their school group).
 - iii. Students and teachers from international schools who are under the *NHB International Schools Membership Scheme*.
 - iv. One accompanying parent volunteer for every 20 students. 1 adult for every 5 pre-schoolers.
- b. All other students and teachers that are not mentioned above will have to pay regular admission charges of \$10 per adult, and \$5 per student upon showing of student pass.

Self-Guided Tours

- a. Teachers are encouraged to lead their students through the Singapore Biennale artworks on their own, with the educators' kit provided (available for download on <http://singaporebiennale.org/outreach.htm>).
- b. Please note that the maximum number of students visiting the Singapore Biennale is restricted to 200 from 1 school at staggered timings throughout a single day.
- c. Advance booking is required to ensure that no other large school group is scheduled for the same time. Please seek an alternative date and time for the visit should the time slot be filled up already.
- d. Please note that the museum public tours are strictly for walk-in visitors and not school groups, due to size issues.
- e. No physical activities (e.g. games) should be conducted in the galleries unless permission is granted prior to visit.
- f. *Non-Ministry of Education school teachers may come to the Singapore Biennale for a planning visit free of charge only with due notification to Singapore Biennale beforehand. Please email or call at least **7 working days** before date of visit to notify us. Visits are not confirmed until written notice is received from Singapore Biennale. For MOE teachers, registration is not necessary as free admission is granted upon showing your MOE name card.*

Guided Tours

- a. Tour booking requests must be made **3 weeks before your intended date of visit**.
- b. Guided tours are subject to availability of volunteer guides.
- c. Maximum capacity per tour guide is limited to **20 students** only.
- d. School guided tours are available from Monday to Friday at the Old Kallang Airport, National Museum of Singapore and SAM at 8Q. Tours run at the following timeslots:
 - 10am – 11am
 - 2pm – 3pm
 - 3pm – 4pm
- e. The duration of each guided tour is approximately 1 hour.
- f. Please arrive on time for your visits as programs and tours will be conducted based on schedule and not on arrival.

Guided Tour Cancellations

- a. Please email or call at least **7 working days** before date of visit to notify us if you wish to cancel your school tour.

Gallery Capacity

- a. Please note that there will be a maximum number of students assigned to each viewing gallery due to capacity constraints.
- b. Teachers are advised to further divide the groups into ten or twenty students each as they view the exhibitions in the gallery.
- c. Teachers/Parent volunteers should also be divided accordingly so the groups have adequate supervision.

Gallery Etiquette

- a. Teachers should explain these points to students prior to arrival:
 - i. Only photography **without flash** is allowed in the galleries.
 - ii. No touching of the artworks is allowed, unless stated otherwise.
 - iii. Noise level should be kept to a minimum at all times in the galleries.
 - iv. There should be no running in the galleries and at all venues.
 - v. Strictly no food and drinks are allowed in the galleries.
- b. Please note that **teachers or accompanying adults should be with the students at all times to maintain discipline** and keep the noise level down to a minimum during the visit for both independent and guided tours.
- c. The school will be held responsible for any misconduct and damages incurred during their visit to the museum, with the possibility of forgoing their guided tour privileges for the rest of the year.